



Lensational – Chief Operating Officer Job Description

Lensational is a social enterprise dedicated to empowering women emotionally and economically through photography training and digital skills, so that marginalised women can have a voice, a base of strength and a source of income. Since 2013, we have grown rapidly over the past five years thanks to a team of over 120 volunteers across 25 countries.

Lensational is recruiting for a part-time Chief Operating Officer, ideally based in central London, who will pioneer our operations and growth strategy. We are looking for someone who is process-driven and detail-orientated, passionate about bringing together individuals from different backgrounds to achieve our goals and support women around the world. The uniqueness of Lensational stems from its network of volunteers, supported by a lean management team and Board of Trustees, mainly working virtually with each other. While we are organised in teams and various job roles, we see ourselves as a holacracy—which empowers individuals, encourages an ownership mentality, and promotes intrapreneurship. Please read [this blog post](#) to learn more about the culture of Lensational.

2017 saw a year of tremendous growth of Lensational, including our CEO's recognition as Forbes 30 Under 30 Social Entrepreneurs in Europe; participation in the inaugural cohort of the F Lane accelerator programme of Vodafone in Berlin; making key strategic hires in the team; securing two major grants from The Fore and Standard Chartered; being featured in the Lavazza calendar celebrating the Sustainable Development Goals; and exceeding our fundraising target by 300%. By end of 2017 we have trained 700 women in 20 countries in Asia and Africa.

2018 therefore will be a year of transformation for Lensational, and this is a unique opportunity for someone with a wealth of experience in operations and senior management to join our team to make a lasting legacy.

Position Title: Chief Operating Officer

Position Location: London (Remote location will be considered for exceptional candidates)

Work Expectations: Part-time (2/3 days a week)

Salaries: £30-40k FTE depending on experience

Application method: Please send your CV and write an 1-page cover letter, and send to bonnie@lensational.org titled "Chief Operating Officer". Deadline for application is 3rd March 2018. If you have any questions about the position, please e-mail bonnie@lensational.org.

Supervisor: CEO

Key Responsibilities:

Lensational is registered as a charity in England and Wales (Registered Charity Number: 1165958; Company no.: 09478952). For more information, please visit: <http://lensational.org>.



- Streamline our programme delivery and processes, implement recommendations to improve operational effectiveness and efficiency
- Translate the broader vision and strategy into measurable specifics
- Manage the quality assurance process to ensure consistent performance, yet adaptable to local contexts across the world
- Build a strong project management culture
- Coach team managers to high performance
- Formalise project management processes using Salesforce
- Lead the team in achieving growth targets
- Encourage a healthy and productive culture within the team

You will have direct access to the CEO, and various Trustees at Lensational who had experience working for Fortune 500 companies managing operations.

Person Specifications:

- Passionate about social entrepreneurship, youth development and gender equality;
- Experience working in cross-cultural teams, ideally leading cross-cultural teams;
- Target-driven and detail-oriented;
- Ability to understand and deliver process creation, change and management
- Ability to think creatively and create plans for organizational growth and development;
- Organised and structured approach to reporting, analysis and problem solving;
- Excellent interpersonal and communication skills;
- Ability to work independently and collaborate with different Lensational teams to achieve goals;
- Good understanding of technology;
- Experience of senior leadership preferred;
- Fluency in English, additional language skills a bonus.

This is a part-time paid position and the candidate will ideally be based in London, so the candidate must have the right to live and work in the UK. The contract aims to start ASAP, with an initial 6-month contract with possibility of turning into permanent after 3 months.